

MICHIGAN AERONAUTICS COMMISSION

Minutes of Meeting
Lansing, Michigan
March 25, 2004

Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission (MAC), created by said act, met in the Aeronautics Auditorium, Bureau of Multi-Modal Transportation Services, 2700 E. Airport Service Drive, Lansing, Michigan, on Thursday, March 25, 2004, commencing at the hour of approximately 9:00 a.m.

Members Present

Sidney Adams, Jr., Chairman
Dean Greenblatt, Vice Chair
Lowell E. Kraft, Commissioner
Eric V. Smith, Commissioner
Terry Everman, Commissioner
Leon Hank, Commissioner
John Ort, Commissioner
Ken Heaton, Commissioner
Mindy Koch, Commissioner
Rob Abent, MAC Director
Jim Shell, Legal Counsel
Barbara Burris, Analyst

Members Absent

None

Staff Present

Ron Seely, Airports Division
Pauline Misjak, Aviation Services Division
Gerry Edwards, Aviation Services Division
David Baker, Airports Division
Rick Hammond, Airports Division
Tom Krashen, Aviation Services Division
Steve Schultz, Aviation Services Division
Randy Coller, Airports Division
Phil Tartalone, Airports Division
Linn Smith, Airports Division

Also Present

Sean Brosnan, Willow Run
Jim Koslosky, Gerald R. Ford International
Mitchell Price, Brooks Field
Mark Johnson, Livingston County
Dave Reck, Livingston County
Jim Downer, Civil Air Patrol
Dan Otto, Capital Region Airport Authority
William Gehman, Mead and Hunt

A list of all others present is attached to the official minutes.

I. OPENING REMARKS

The March 25, 2004, meeting of the Aeronautics Commission was called to order by Chairman Sidney Adams at 9:00 a.m. He welcomed the sizeable group in attendance and recognized a few of the guests: Jim Downer, former bureau employee; William Gehman, former MAC Director; Lee Scherwitz, Airport Manager, Southwest Regional Airport; and Fred Rakunas, former MAC Commissioner.

The Chairman invited Mr. Rakunas to join Director Abent and himself at the podium.

II. PRESENTATIONS:

A. Tribute to Former Commissioner Fred Rakunas

In a brief ceremony, a plaque honoring his dedication to aviation and service to the Michigan Aeronautics Commission was presented to former Commissioner Fred Rakunas.

Reading from prepared remarks, Director Abent spoke on the many contributions made by Mr. Rakunas. The Director's remarks are paraphrased as follows:

Mr. Rakunas received his pilot's license at age 16. Since that time, he has logged over 30,000 hours of accident-free flying.

Fred served in the U.S. Army as an aircraft mechanic. He flew for Northwest Airlines for many years and flew troops to the Gulf war. He has been involved in all facets of aviation. He served as liaison between the Airline Pilots Association and the Air Traffic Controllers at Chicago's O'Hare Airport. He helped develop something very important—the concept of the Go-Team Accident Investigation System, which is still used today by the National Transportation Safety Board.

Mr. Rakunas retired from commercial aviation in 1996. Since then, he has been actively involved in the promotion of general aviation both in Michigan and nationwide. He pilots and instructs fixed-wing aircraft, seacraft, and helicopters. He is an advisor for various flight schools, colleges, and universities, and since leaving the Commission has become a consultant.

Fred was appointed to the Michigan Aeronautics Commission in 1999, and served his final year as Chairman of the Commission. He currently is a member of the General Aviation Committee, a subcommittee of the Aeronautics Commission.

Chairman Adams described a close working relationship with Mr. Rakunas and thanked him for his continued service as a member of the General Aviation Committee.

Mr. Rakunas thanked the members of the Commission and praised the dedicated people he had become acquainted with in the bureau. He reminded the members of the Commission of the importance of the airport managers, which he described as the eyes and ears of aviation. He spoke of his gratitude for friendships developed over the course of his tenure on the Commission.

Director Abent noted for the record the next agenda item, Exhibit A, the minutes of the prior meeting.

A. Minutes of January 28, 2004

The Chairman entertained a motion to approve the minutes of January 28, 2004.

Whereupon, a motion was made by Commissioner Ort, with support from Commissioner Greenblatt, to approve the minutes of the January 28, 2004 meeting. MOTION CARRIED.

Director Abent introduced the next item, the project transfers (Exhibit III-B). He explained that Commission approval would trigger the release of funds (federal, state, and local moneys) for capital improvement projects requested by airport sponsors. The projects have gone through an extensive programming process, which includes the submission of a five-year plan, to determine eligibility for federal and/or state funds. In most cases, the projects have been under review for at least a year before being brought to the Commission.

The Chairman called on David Baker, Funding Manager, to present the projects for Commission approval.

B. Airport Development Program

With the aid of slides, Mr. Baker briefed the Commissioners on the 38 transfers and two loans pending funding approval.

Federal/State/Local and State/Local Projects

Location	Total Allocation	Project Description
Lenawee County Airport Adrian	\$ 600,000	Land acquisition
Padgham Field Allegan	\$ 25,000	Design of runway 10/28 extension
Huron County Memorial Bad Axe	\$ 385,000	Runway rehabilitation
Southwest MI Regional Airport Benton Harbor	\$ 157,895	Design of wetland mitigation
Charlevoix Municipal Charlevoix	\$ 1,084,211	SRE site, apron expansion, SW hangar site
Clare Municipal Clare	\$ 388,604	Runway rehabilitation, site prep for hangar/taxistreet
Detroit Metro Wayne County Detroit	\$ 46,341,204	Letter of Intent, noise program-residential sound insulation, FAR part 150 noise study
Grosse Ile Municipal Airport Detroit/Grosse Ile	\$ 2,100,000	Rehabilitate runway 4/22
Delta County Airport Escanaba	\$ 69,617	Land acquisition, relocate entrance road, expand parking lot (supplemental)
Bishop International Flint	\$ 1,000,000	Perimeter security, Phase II, access control, CCTV
Fremont Municipal Fremont	\$ 70,000	Utility relocation (electric)
Grand Haven Memorial Airpark Grand Haven	\$ 429,000	Runway 9/27 parallel taxiway rehabilitation and runway 18/36 parallel taxiway construction and approach clearing
Houghton County Memorial Hancock	\$ 820,000	Storm water removal from sanitary sewer system, design taxiway C MITL with paved shoulder widening, and Phase III perimeter road and security fencing
Harbor Spring Municipal Harbor Spring	\$ 700,000	Design and construction of parallel taxiway rehabilitation and widening of existing taxiway; taxiway lighting
Oceana County Hart/Shelby	\$ 180,700	ALP update and taxistreeets

Hastings City/Barry County Hastings	\$ 180,700	ALP Update, construction of fencing (Phase II)
Tulip City Holland	\$ 132,400	Design for rehabilitation of taxiway and apron, fencing and terminal area planning
Tulip City Holland	\$ 2,360,000	Construction of runway ext. 8/26 and parallel taxiway, RSA grading, lighting, PAPI's, MIRL, relocation of localizer
Livingston County Howell	\$ 1,224,000	Hangar site prep
Ionia County Airport Ionia	\$ 162,412	Construction of taxiways and hangar site preparation
Mackinac Island Mackinac Island	\$ 157,895	Apron expansion and lighting, runway nondestructive testing, and RSA upgrades
Sawyer International Marquette	\$ 2,243,212	Supplemental transfer for construction of ARFF/SRE building
Brooks Field Marshall	\$ 261,000	Construction of MITL's and beacon
Jack Barstow Midland	\$ 324,562	Taxistreet rehabilitation and drainage improvements
Mount Pleasant Municipal Mount Pleasant	\$ 157,895	Apron rehabilitation
Luce County Newberry	\$ 169,000	Rehabilitate runway 11/29 MIRL and PAPI for runway 29
Jerry Tyler Memorial Niles	\$ 349,200	Design and construction of SRE building and taxistreets
Ontonagon County Ontonagon	\$ 157,895	Construct taxistreet, rehabilitate runway pavement edges, and SRE plow truck
Pellston Regional Pellston	\$ 4,736,842	Rehabilitate and expand terminal apron, terminal area drainage improvements, animal control/security fencing, parking lot rehabilitation and expansion, SRE
Canton-Plymouth-Mettetal Plymouth	\$ 264,706	Runway safety area improvements, fencing, pave tie-down area
Bois Blanc Island Pointe Aux-Pins, Bois Blanc Island	\$ 990,000	Extend, widen, and pave runway, connector taxiway & apron, relocation of Lime Kiln Pt. Road

Oakland County International Pontiac	\$ 50,000	Environmental Assessment
St. Clair County International Port Huron	\$ 920,000	Runway rehabilitation, windcone, and segmented circle
South Haven Area Regional South Haven	\$ 970,000	Construction of rehabilitation and extension (500 feet) of runway 4/22 and parallel taxiway
South Haven Area Regional South Haven	\$ 280,000	Construction of MIRL's, MITL's relocation of PAPI's and REIL's, vault work
Paul C. Miller-Sparta Sparta	\$ 80,000	Taxistreet construction
Kirsch Municipal Sturgis	\$ 639,100	Construction of MIRL's, PAPI's, and REIL's to runway 18/36, widen runway 18/36, design of widening of runway 18/36 to accommodate 100-foot width, runway edge lighting and new vault
White Cloud White Cloud	\$ 30,000	Land acquisition (consultant fees)
Charlevoix Municipal Charlevoix		Loan
Bois Blanc Island Pointe Aux-Pins		Loan

In brief remarks, Mr. Baker reminded Commissioners of additional notes contained in Exhibit B, which relate to the rationale for the funding request. He invited the Commissioners to ask questions pertinent to the projects during the course of his presentation.

With respect to the Oceana County Airport in Hart/Shelby, Mr. Baker advised that just two days prior the airport was accepted for inclusion in the National Plan of Integrated Airport Systems, which will enable it to apply for federal moneys. As soon as the Airport Layout Plan is brought up to code, the airport will be eligible for federal AIP grants.

With regard to the acquisition of property for the approach protection zone at the White Cloud Airport, Commissioner Kraft inquired as to the consultant's per parcel cost.

Mr. Baker responded that three parcels, 20 acres, three acres, and two acres, are involved, and much of the costs have to do with putting together Exhibit X (a drawing of the parcels), surveying, and costs associated with the closing.

At the conclusion of the transfers, Mr. Baker summarized two loan requests; one from Charlevoix Municipal Airport for \$100,000, as part of the local match for an airport development program, and a similar loan for Bois Blanc Island, for \$100,000, also part of the local match for the airport development program. Mr. Baker clarified that publically-owned airports can apply for a loan as part of their local match up to 90 percent of the local match. Borrowers are required to pay back the State Treasury over a ten-year period. The current loan rate is 3.9 percent. Municipalities receiving loans are evaluated as to their credit worthiness and ability to repay. This process is completed before the loan is brought before the MAC.

Subject to any further questions and/or comments, Chairman Adams entertained a motion to approve the 38 transfers and two loans.

Whereupon, it was moved by Commissioner Hank, with support from Commissioner Heaton, to approve the projects outlined by Mr. Baker. MOTION CARRIED.

Director Abent noted the inclusion of three supplemental transfers; one each for Flint, Escanaba, and Grand Ledge. He asked the Chair's permission for Mr. Baker to continue.

Whereupon, Chairman Adams directed Mr. Baker to continue with the supplemental requests contained in the Reports Section of the Commissioners' notebooks.

Mr. Baker identified the three supplemental requests for funding, previously approved by Director Abent, as follows:

1. Bishop International Airport, Flint: A one (1) percent increase pertaining to the rehabilitation of taxiway C. Mr. Baker summarized the project as the purchase of finger printing equipment and a blast assessment study. The increase is \$39,334. The total project cost is \$3,039,335.
2. Delta County Airport, Escanaba: An eight (8) percent increase pertaining to the relocation of the entrance road; expansion of the parking lot; and land reimbursement. The increase is \$69,617. The total project cost is \$869,617.
3. Abrams Municipal Airport, Grand Ledge: A three (3) percent increase pertaining to land acquisition and wetland mitigation for extending the runway to 4,000 feet. The increase is \$10,817. The total project cost is \$344,150.

Commissioner Greenblatt inquired as to the mechanism whereby the state receives money back on a supplemental transfer.

Mr. Baker explained that occasionally the federal eligibility changes for portions of a project. When these eligibility changes occur, the federal government picks up a larger portion of the project and the state benefits accordingly. The opposite can occur as well.

Commissioner Jeff characterized this event as freeing up funding for other projects.

Director Abent advised that no official action is required on the supplemental transfers. He asked the Chairman's permission to proceed to the next agenda item, Exhibit III-C in the Commissioners' notebooks.

C. Airport Funding Program

Director Abent outlined this item as a request for approval of a draft guidance document previously submitted at the January 28 meeting. The document, in effect, increases the maximum participation rates for the federal/state/local program.

The Chairman entertained a motion for approval of the guidance document described by Mr. Abent.

Whereupon, it was moved by Commissioner Greenblatt, with support from Commissioner Heaton, to approve the guidance document pertaining to airport funding. MOTION CARRIED.

Director Abent identified agenda Exhibit III-D as a request for adoption of an approach protection plan at the Willow Run Airport. He indicated that Mr. Linn Smith would address this issue.

Whereupon, Chairman Adams called on Linn Smith to present the next item for action.

D. Airport Approach Plan Declaration

In keeping with the Commission's ongoing efforts to adopt approach protection plans for all airports in the state, staff were asked to develop an approach protection plan for the Willow Run Airport. With the aid of overhead slides, Mr. Smith identified the area in question. He noted that close to 100 percent of the public use airports in the state now have rules in place pertaining to approach protection zones. Standards applied to each airport are in accordance with FAR Part 77 requirements. Additionally, protection criteria for VORs have been included in these plans. The plan will be forwarded to the local zoning agency in the hopes that it will be included in the local master plan.

Mr. Smith asked the Commission to approve the approach protection plan developed for the Willow Run Airport.

The Chairman entertained a motion to approve the approach protection plan for Willow Run.

Whereupon, it was moved by Commissioner Greenblatt, with support from Commissioner Hank, to approve the approach protection plan for the Willow Run Airport as outlined by Mr. Smith. MOTION CARRIED.

Proceeding to the next agenda item, Director Abent requested permission to brief the Commission on items of interest to the aviation community.

IV. DISCUSSION

Items covered by Director Abent are paraphrased as follows:

- Director Abent reported that on March 7th, 8th, and 9th, he attended a very productive conference sponsored by the National Association of State Aviation Officials (NASAO). During the meeting, conferees had an opportunity to meet with members of Congress and discuss funding for aviation and Vision 100. He reported that many of the NASAO member states are experiencing the same budget problems as Michigan, which has resulted in an inability for many states to pay their dues to NASAO.
- As discussed at the previous MAC meeting, a Memorandum of Understanding between the Aeronautics Commission and the FAA has been prepared for signature, which will combine efforts to provide safety training and education.
- The Michigan Aeronautical Chart and Airport Directory have been printed and released to the flying public. Director Abent praised the staff involved in their production, particularly Randy Collier and MaryKay Trierweiler. He read a letter written by a pilot from New York, which was very complimentary.
- The Great Lakes Aviation International Conference (GLIAC), held February 6-8, was contracted out to a professional promoter. Director Abent thanked the members of staff, including Dr. Phil Tartalone and Rick Hammond, who were involved in the coordination of this highly successful event. Registrations this year topped 1,400, more than double that of prior years. Vendors were extremely pleased with the new venue at the Lansing Center. Six aircraft, including one helicopter, were sold during the conference. He noted that Mr. Brian Finnegan, President of the Professional Aircraft Mechanics Association, a presenter

at the NASAO Conference, had described the GLIAC Conference as the model for the nation for regional aviation conferences and had encouraged all to attend.

- Through the combined efforts of the bureau and Ionia Dial-A-Ride, a tall structure radio and data communication tower was recently constructed. Administrators of the Ionia Dial-A-Ride organization wrote to thank Mr. Linn Smith for his efforts, from the ground up, to accomplish this project. Director Abent thanked Mr. Smith on behalf of the Commission.
- Lastly, the Director reported that Barbara Burris had served as executive assistant to Director Gloria Jeff for two-week period in February while the Director's executive assistant was on leave. He and MDOT Director Gloria Jeff thanked Ms. Burris for filling in at the Director's Office.

Commissioner Greenblatt noted for the record his appreciation for Ms. Burris, as well.

Chairman Adams commended the entire staff of the bureau for their professionalism and willingness to assist the members of the Commission.

With the Chair's permission, Director Abent announced that the State Transportation meeting had adjourned; that members of the Transportation Commission would be ready to meet with the Aeronautics Commissioners at 10:00 in the auditorium; that lunch would follow the joint meeting in the hangar; and that an orientation for Aeronautics Commission members would be held in the Commission conference room directly following the luncheon. He thanked Mr. Jim Shell, Assistant Attorney General, for sitting in for Patrick Isom, Legal Counsel to the MAC.

At this juncture, the Chairman opened the floor for comments from the public.

Mr. Lee Scherwitz, Airport Manager, Southwest Michigan Regional Airport and member of the Twin Cities Area Transportation Committee, provided a progress report on the purchase of approximately 225 homes as part of a project to construct a runway safety area.

Southwest Michigan Regional Airport, he reported, is in the middle of a huge runway safety area improvement, which will involve the purchase of approximately 225 homes. Construction—scheduled to be completed by 2006—will be conducted in three stages (50 homes, 100 homes, and 75 homes). Ten of the first 50 homes have been demolished, and bids have been let for the next 15. The bidding process is limited to small, local contractors, thereby recycling money back into the local economy. Once a bid has been let, local entities (the county swat team and the local fire department) are invited to participate in the demolition. Concurrently, Habitat for Humanity negotiates with demolition contractors to go in and remove reusable items for resale, which aids in keeping costs

down. Two hundred and fifty families, mostly tenants, will be impacted. Mr. Scherwitz reported that 15 of the 31 tenants impacted by this project have already become homeowners due to the acquisition process. An added benefit is the training opportunities created for fire fighters and the local swat team.

Commissioner Heaton, designee for the Department of Military and Veterans Affairs, raised concerns with respect to the possibility of a terrorist attack at one of Michigan's airports. He inquired whether the MAC had looked at developing a contingency plan, perhaps in concert with the Department of State Police, to prevent such an event. He asked whether the Commission should take it upon themselves to look into such a study.

Commissioner Ort, designee for the Department of State Police and Director of the Office of Emergency Management, noted that federal dollars have been allocated for critical infrastructure protection. He reported that the Michigan Homeland Security Protection Board would be convened in April for the purpose of reviewing a proposal to conduct an extensive threat and vulnerability study for many of Michigan's critical infrastructures, which he believed to include airports. Commissioner Ort will provide more specifics on what has been done with regard to airport security at the next meeting, scheduled for May 26.

Commissioner Smith suggested that emergency management agencies within the counties where these airports are located could be asked to submit plans for the Commission's evaluation, which would address the concerns raised by Commissioner Heaton.

Commissioner Ort advised that it would not be possible to review the specifics of the plans, due to their sensitivity. Information of a general nature could be made available.

Commissioner Kraft asked whether it would be advisable to hold a workshop on this issue.

Commissioner Ort advised that the Transportation Security Administration would need to be involved.

Sean Brosnan, Airport Manager, Willow Run Airport, asked that the airport managers be included, if such an event takes place.

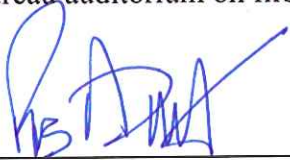
Jim Koslosky, Executive Director, Gerald R. Ford International, advised that the Transportation Security Administration and the Department of Homeland Security have already completed an assessment of the Grand Rapids airport. He emphasized the need for coordination between federal, state, and local agencies.

Commissioner Greenblatt, who recalled raising this issue at a prior meeting, stressed the need to be more proactive.

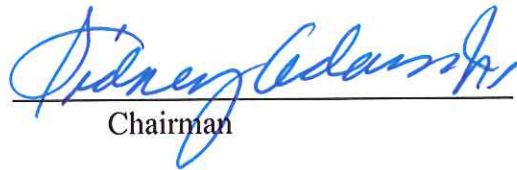
Director Abent, with the Chair's permission, suggested that staff of the bureau put together baseline information on what has been accomplished between the Transportation Security Administration and the Department of State Police and arrange to present these items for a full discussion, and perhaps develop a policy.

Due to the lateness of the hour and the need to join with the State Transportation Commission, Chairman Adams declared the meeting adjourned.

At approximately 10:00 a.m., the meeting of the Aeronautics Commission adjourned to the bureau auditorium on first floor.



Director



Chairman



Dated